

HADLEY- LUZERNE CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION REGULAR & BUDGET WORKSHOP MEETING

March 3, 2022

STUART M. TOWNSEND ES LGI 6:30 pm

MINUTES

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **CORRESPONDENCE**

4. **PRESENTATION/DISCUSSION/ADMINISTRATIVE COMMENTS**

Superintendent Baker asked the Principals for an update on budgets. Jon Baker said his budget is status quo but he is looking for a Social Worker and believes there is a great need with COVID. He said this person would be shared between the High School and Elementary.

Burgess Ovitt concurred with the need for a Social Worker at the High School. He said there are a lot of kids in crisis. He reported that he will be starting a welding class in the high school and will need supplies but plans for his budget to also be status quo.

5. **OLD BUSINESS** (ACTION)  
**Board Meeting Minutes** (PA)

Resolution #142

Recommended by the Superintendent, to approve the February 10, 2022 regular/committee meeting minutes.

Motion by Mr. Novotarski

Seconded by Mr. Hunt

Yes: 3 No: 0 Abstain:0

6. **NEW BUSINESS** (ACTION)

A. **Appointment Superintendent of Schools – Burgess Ovitt** (PA)

Resolution #143

BE IT RESOLVED, that the Board of Education hereby appoints and employs Burgess Ovitt as Superintendent of Schools, for the period commencing August 1, 2022 – July 31, 2027 and further approves the Employment Agreement dated March 3, 2022 setting forth the terms and conditions of such appointment and employment.

Superintendent Baker said he has made his support of Mr. Ovitt clear and he believes the Board made the right choice and that Mr. Ovitt will do a fine job.

Motion by Mr. Novotarski

Seconded by Mr. Hunt

Yes: 3 No: 0 Abstain:0

B. **Contract for Health Services with Corinth Central School District** (PA)

Resolution #144

As recommended by the Superintendent - BE IT RESOLVED, that the Board of Education of the Hadley-Luzerne Central School hereby approves the Contract between the District and Corinth Central School District for the purpose of providing health services to one district student, effective September 9, 2021 through June 23, 2022.

Motion by Mr. Novotarski      Seconded by Mr. Hunt

Yes: 3 No: 0 Abstain:0

**C. Academic Calendar for 2022-2023 (PA)**

Resolution #145

As recommended by the Superintendent to approve the academic calendar for the 2022-2023 school year.

Superintendent Baker said that for the first time due to the June 19<sup>th</sup> holiday and the four snow days built in to the calendar, school will have to start for staff on September 1<sup>st</sup>.

Motion by Mr. Hunt      Seconded by Mr. Novotarski

Yes: 3 No: 0 Abstain:0

**D. Capital Reserve Resolution**

Resolution #146

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE HADLEY-LUZERNE CENTRAL SCHOOL DISTRICT that the following proposition be presented to the voters at the annual meeting of such voters to be held on Tuesday, May 17, 2022:

**PROPOSITION**

Shall the Board of Education be authorized to establish a Capital Reserve Fund in an amount not to exceed \$2,000,000, with a probable term of ten (10) years, for the purpose of financing general improvements, construction, reconstruction, renovations or additions to various District buildings, facilities and sites, and acquisition of furnishings, equipment, machinery or apparatus, with such Capital Reserve Fund being funded from unallocated fund balance and future budget surpluses.

BE IT FURTHER RESOLVED that the District Clerk is hereby directed to include notice of such proposition in the notice of the annual meeting.

BE IT FURTHER RESOLVED, that this resolution takes effect immediately upon its adoption.

Motion by Mr. Novotarski      Seconded by Mr. Hunt

Yes: 3 No: 0 Abstain:0

**E. Call to Vote and Annual Legal Ad for the Budget Vote and Election**

Resolution: #147

TO THE QUALIFIED VOTERS OF THE HADLEY- LUZERNE CENTRAL SCHOOL DISTRICT  
LEGAL NOTICE OF PUBLIC HEARING, BUDGET VOTE AND ELECTIONS

NOTICE IS HEREBY GIVEN, that a Public Hearing of the qualified voters of the Hadley-Luzerne Central School District will be held at the Large Group Instructional Room of the Stuart M. Townsend Elementary School, 27 Hyland Drive Lake Luzerne, New York, on Thursday, May 5, 2022 at 6:30 p.m., prevailing time for the presentation of the proposed 2022-2023 Budget. The budget will be available for review beginning April 29, 2022 at the Hadley-Luzerne Central School District Offices, 27 Hyland Drive Lake Luzerne, New York and posted on the website maintained by the school district [www.hlcs.org](http://www.hlcs.org).

AND NOTICE IS HEREBY GIVEN, that the annual meeting of the qualified voters of the Hadley-Luzerne Central School District, will be held on Tuesday, May 17, 2022 between the hours of 12:00 noon and 8:00 p.m., prevailing time, at the Stuart M. Townsend Elementary School, 27 Hyland Drive, Lake Luzerne, New York, at which time the polls will be opened to voting by machine and/or ballot on the following items:

1. To elect two (2) members to the Hadley-Luzerne Central School District Board of Education, at large, each to a three (3) year term, commencing on July 1, 2022 and expiring on June 30, 2025. The Hadley-Luzerne Central School Board of Education members incumbents are Susan Hoffman and Gregory Novotarski, whose terms expire on June 30, 2022.
2. To elect four (4) members to the Board of Trustees of the Rockwell Falls Public Library, at large, two each to a three (3) year term, commencing on July 1, 2022 and expiring on June 30, 2025 and two each to a (2) year term, commencing on July 1, 2022 and expiring on June 30, 2024. The incumbent Rockwell Falls Public Library trustees are Burgess Ovitt, Deborah Rooks, Loretta Mulson and John Plantier whose terms expire on June 30, 2022.
3. To adopt the annual budget of the Hadley Luzerne Central School District for the fiscal year 2022-2023 and to authorize the requisite portion therefore to be raised by taxation on the taxable property of the District.
4. To adopt the following proposition(s):

PROPOSITION I – PURCHASE OF THREE (3) SCHOOL BUSES

RESOLVED, that the Board of Education is hereby authorized to acquire three (3) 65 passenger school buses at a maximum estimated cost not to exceed \$450,000, which is estimated to be the maximum cost thereof, and to expend such sum for such purpose and to levy the necessary tax therefore taking into account state aid received, to be levied and collected in annual installments in such years and in such amounts as may be determined by the Board of Education and in anticipation of the collection of such tax, issue bonds and notes of the District at one time or from time to time in the principal amount not to exceed \$450,000 and to levy a tax to pay the interest on such obligations when due.

PROPOSITION II – ESTABLISH CAPITAL RESERVE

Shall the Board of Education be hereby authorized to establish a Capital Reserve Fund in an amount not to exceed \$2,000,000, with a probable term of ten (10) years, for the purpose of financing general improvements, construction, reconstruction, renovations or additions to various District buildings, facilities and sites, and acquisition of furnishings, equipment, machinery or apparatus, with such Capital Reserve Fund being funded from unallocated fund balance and future budget surpluses.

5. To transact such other business as may properly come before the meeting pursuant to the Education Law of the State of New York.

The election and budget vote shall be by machine and/or ballot. The hours during which the polls shall be kept open shall be from 12:00 noon to 8:00 p.m. prevailing time or for as long thereafter as necessary to enable qualified voters who are in the polling place at 8:00 p.m. to cast their ballots.

AND FURTHER NOTICE IS HEREBY GIVEN, that a copy of the statement of the amount of money which will be required to fund the School District's budget for the 2022-2023 school year, exclusive of public monies, may be obtained by any resident of the District during business hours beginning April 28, 2022 at the School Business Office and the Main Office of each school building between the hours of 8:00 a.m. and 3:30 p.m., prevailing. Copies shall also be available at the Annual District Meeting and posted on the website maintained by the District ([www.hlcs.org](http://www.hlcs.org)).

AND FURTHER NOTICE IS HEREBY GIVEN, that petitions nominating a candidate for the office of member of the Board of Education of the Hadley-Luzerne Central School District to fill two (2) expired terms each for three (3) years, must be filed with the Hadley Luzerne School District Clerk at the Superintendent's office, not later than April 18, 2022 between 9:00 a.m. and 5:00 p.m. Each petition must be directed to the District Clerk, must be signed by at least 25 qualified voters of the District or 2% of the registered voters of the District who voted in the previous annual election, whichever is greater and must state the name and residence of the candidate that shall fill the vacancy "At Large". Nominating petitions may be obtained at the Office of District Clerk, Stuart M. Townsend Elementary School, 27 Hyland Drive, Lake Luzerne, during regular school hours.

AND FURTHER NOTICE IS HEREBY GIVEN, that petitions nominating a candidate for the office of member of the Board of Trustees of the Rockwell Falls Public Library to fill four (4) expired terms. Two each for three (3) years, and two each for two (2) years must be filed with the Hadley Luzerne School District Clerk at the Superintendent's office, not later than April 18, 2022 between 9:00 a.m. and 5:00 p.m. Each petition must be directed to the District Clerk, must be signed by at least 25 qualified voters of the District or 2% of the registered voters of the District who voted in the previous annual election, whichever

is greater and must state the name and residence of the candidate that shall fill the vacancy "At Large". Nominating petitions may be obtained at the Office of District Clerk, Stuart M. Townsend Elementary School, 27 Hyland Drive, Lake Luzerne, during regular school hours.

AND FURTHER NOTICE IS HEREBY GIVEN, applications for absentee ballots for election of school board members, library board of trustees and voting on the budget and propositions may be applied for at the Office of the District Clerk between the hours of 8:00 a.m. and 3:30 p.m. Monday through Friday, except holidays or by calling (518) 696-2378 Ext. 1108 to request an absentee application be mailed to you. Completed original absentee ballot applications must be received by the District Clerk in person or by mail no later than May 10, 2022 if the ballot is to be mailed to the voter, or no later than May 16, 2022, if the ballot is to be delivered personally to the voter. Absentee ballots will be canvassed if they are received by the District Clerk not later than 5:00 p.m. on Tuesday, May 17, 2022.

AND FURTHER NOTICE IS HEREBY GIVEN, that military voters who are qualified voters of the Hadley-Luzerne Central School District, must request an application for a military absentee ballot from the District Clerk and return such military absentee ballot application to the District Clerk by mail to Hadley-Luzerne Central School District Clerk, P.O Box 200, 27 Hyland Drive, Lake Luzerne, NY 12846. In order for a military voter to be issued a military absentee ballot, a valid military absentee ballot application must be received in the office of the District Clerk by 5:00 p.m. no later than May 11, 2022. Military absentee ballot applications received in accordance with the foregoing will be processed in the same manner as a non-military absentee ballot application under Section 2018-a of the Education Law. The application for military absentee ballot may include the military voter's preference for receipt of the military absentee ballot by mail, fax, or email. A military voter's military absentee ballot must be returned by mail to the office of the Hadley-Luzerne Central School District Clerk, P.O Box 200, 27 Hyland Drive, Lake Luzerne, NY 12846. Military absentee ballots will be canvassed if they are received by the District Clerk not later than 5:00 p.m. on Tuesday, May 17, 2022.

AND FURTHER NOTICE IS HEREBY GIVEN, a list of all persons to whom absentee ballots and military ballots have been issued will be available in the office of the District Clerk at the Stuart M. Townsend Elementary School, on each of the five days prior to the day of the election, except Sunday, May 15, 2022, and only by appointment on Saturday, May 14, 2022. Any qualified voter may challenge the acceptance of the ballot of any person on such list, by making his/her challenge and reasons therefore known to the Chief Inspector of Election before the close of the polls.

AND FURTHER NOTICE IS GIVEN, that personal registration of voters is required pursuant to Section 2014 of the Education Law. If a voter has already registered pursuant to Section 2014 of the Education Law; has voted at an annual or special district meeting within the last four (4) calendar years, he or she is eligible to vote at this election; if a voter is registered and eligible to vote under Article 5 of the Election Law, he or she is also eligible to vote at this election. All other persons who wish to vote must register. District residents may register with Warren or Saratoga County Board of Elections or apply to personally register as a qualified voter of the school district by completing a Personal Voter Registration Card with the District Clerk at 27 Hyland Drive, Lake Luzerne by May 12, 2022, by calling (518) 696-2378 Ext. 1108. The Board of Registration will meet for the purpose of registering all qualified voters of the District pursuant to Education Law at the District Office, Stuart M. Townsend Elementary School, 27 Hyland Drive on May 12, 2022 between the hours of 12:00 pm and 3:30 pm to add any additional names to the Register to be used at the aforesaid election, at which time any person will be entitled to have his or her name placed on the Register, provided that at such meeting of the Board of Registration, the prospective voter is known or proven to the satisfaction of the Board of Registration to be then or thereafter entitled to vote at such election for which the register is prepared. The Register so prepared pursuant to Section 2014 of the Education Law shall be filed in the Office of the District Clerk and will be open for inspection by any qualified voter of the District, on each of five days prior to the day of the election, except Sunday, May 15, 2022, between the hours of 8:00 a.m. to 3:30 p.m., prevailing time and by appointment on Saturday, May 14, 2022, and at the polling place on the day of the vote.

AND FURTHER NOTICE IS HEREBY GIVEN, that military voters who are not currently registered should visit <https://www.dmv.ny.gov/more-info/electronic-voter-registration-application> in order to do so online or military voters may apply to personally register as a qualified voter of the school district by requesting a Military Voter Personal Registration from the HLCS District Clerk and return such military voter registration to the District Clerk by email- [visscherm@hlcs.org](mailto:visscherm@hlcs.org) or fax sent to (518) 696-5884.

AND FURTHER NOTICE IS HEREBY GIVEN that pursuant to Section 2014 of the Education Law of the State of New York, the Board of Registration will meet May 12, 2022, 12:00 pm -3:00 pm, prevailing time, at the Stuart M. Townsend Elementary School in the Town of Lake Luzerne, Warren County, New York, to

prepare the Register of the School District to be used at any special district meetings that may be held after the preparation of said Register, or placed on such Register provided that at such meeting of said Board of Registration he/she is known or proven to the satisfaction of such Board of Registration to be then or thereafter entitled to vote at the school election for which said Register is prepared, or any special district meeting held after May 17, 2022.

AND FURTHER NOTICE IS HEREBY GIVEN, that pursuant to a rule adopted by the Board of Education in accordance with Sections 2035 and 2008 of the Education law, any referenda or propositions to amend the budget, or otherwise to be submitted for voting at said vote and election, must be filed with the Board of Education at the Hadley-Luzerne Central School District on or before April 18, 2022 at 5:00 p.m., prevailing time; must be typed or printed in the English language; must be directed to the Clerk of the School District; must be signed by fifty (50) qualified voters, or 5% of the registered voters of the District who voted in the previous annual election of Board members, whichever is greater; and must state the name and residence of each signer. However, the School Board will not entertain or place before the voters any proposition if its purpose is beyond the power of the voters or is illegal, or any proposition requiring the expenditure of moneys which fails to include specific appropriations for all such expenditures required by the proposition.

Motion by Mr. Hunt            Seconded by Mr. Novotarski

Yes: 3 No: 0 Abstain:0

**F. Amendment of Football Merger with Corinth CSD and Ft. Edward UFSD as a Cooperative Sponsorship of an Activity in Section II**

Resolution #148

As recommended by the Superintendent-BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne School District, that the said Board approve the merger of the Varsity/Modified Football Programs between the Hadley-Luzerne Central School District, Ft. Edward UFSD and the Corinth Central School District under the jurisdiction of the Section II Merger Committee effective July 1, 2022. Amended from December 2, 2021.

Motion by Mr. Novotarski            Seconded by Mr. Hunt

Yes: 3 No: 0 Abstain:0

**G. Approval of Boys and Girls Cross Country Merger with Corinth CSD as a Cooperative Sponsorship of an Activity in Section II**

Resolution #149

As recommended by the Superintendent-BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne School District, that the said Board approve the merger of the Varsity/Modified Cross Country Programs between the Hadley-Luzerne Central School District and the Corinth Central School District under the jurisdiction of the Section II Merger Committee effective July 1, 2022.

Motion by Mr. Hunt            Seconded by Mr. Novotarski

Yes: 3 No: 0 Abstain:0

**7. PERSONNEL (ACTION)**

**A. RESIGNATIONS/TERMINATIONS**

Marc Havens - Resignation

Resolution #150

BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District to accept with appreciation the verbal resignation from Custodian, Marc Havens, effective February 2, 2022.

Motion by Mr. Hunt            Seconded by Mr. Novotarski

Yes: 3 No: 0 Abstain:0

Kathryn Bailey-Brewer

Resolution #151

BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District to accept with appreciation the resignation of PT District Treasurer Custodian, Kathryn Bailey-Brewer, effective February 11, 2022.

Motion by Mr. Hunt          Seconded by Mr. Novotarski

Yes: 3 No: 0 Abstain:0

Sarah Kile

Resolution #152

BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District to accept with appreciation the termination of Teacher Aide, Sarah Kile, effective February 14, 2022.

Motion by Mr. Hunt          Seconded by Mr. Novotarski

Yes: 3 No: 0 Abstain:0

**B. APPOINTMENTS - HLTA**

**Music/Band Teacher - Nicholas Soldani**

Resolution #153

BE IT RESOLVED, by the Hadley-Luzerne School Board of Education to accept the recommendation of Superintendent Beecher Baker to grant Nicholas Soldani a four-year probationary appointment as a full time Music/Band Teacher in the Music tenure area, commencing on February 28, 2022 and ending on February 27, 2026. Nicholas's salary will be Step 2A as per the HLTA 2021-2022 Salary Schedule as contained in the collective bargaining agreement between the District and the Hadley-Luzerne Teachers' Association and any successor agreement.

Jon Baker welcomed Mr. Soldani and gave the Board information on his background and said the interactions he's had with students have already been extremely positive

Motion by Mr. Novotarski          Seconded by Mr. Hunt

Yes: 3 No: 0 Abstain:0

**C. APPOINTMENTS - CSEA**

April Kile

Resolution #154

As recommended by the Superintendent, BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District that April Kile be appointed to the position of FT Bus Driver effective October 12, 2021.

Motion by Mr. Novotarski          Seconded by Mr. Hunt

Yes: 3 No: 0 Abstain:0

Mindell Vanderwarker

Resolution #155

As recommended by the Superintendent, BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District that Mindell Vanderwarker be appointed to the position of PT Teacher Aide effective February 9, 2022.

Motion by Mr. Novotarski          Seconded by Mr. Hunt

Yes: 3 No: 0 Abstain:0

Resolution #156

Lauren Scutari

As recommended by the Superintendent, BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District that Lauren Scutari be appointed to the position of FT Bus Driver effective February 28, 2022.

Motion by Mr. Novotarski      Seconded by Mr. Hunt

Yes: 3 No: 0 Abstain:0

D. **APPOINTMENTS - OTHER**

Resolution #157

As recommended by the Superintendent, BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District that the following persons be granted appointment to the positions below:

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Wage</u>
Cindy Barrows	Part Time Claims Auditor	2/10/2022	\$18 per hour
Connie Daniels	Substitute Cafeteria	2/7/2022	\$13.20 per hour
Brianne Kelly	ESD Substitute TA	2/7/2022	\$16.18/hr
Kathryn Bailey-Brewer	Per Diem Office Assistant	2/14/2022	\$26.00/hr
Sarah Kile	Play Assistant	2021-2022 school year	\$1000

Motion by Mr. Hunt      Seconded by Mr. Novotarski

Yes: 3 No: 0 Abstain:0

E. **CSEA LEAVE OF ABSENCE**

Resolution #158

BE IT RESOLVED, that the Board of Education of the Hadley-Luzerne Central School District hereby approves the request for an unpaid leave of absence requested by Teacher Aide, Karen Lionarons, effective May 18, 2022 through May 24, 2022 Pursuant to the CSEA Agreement Article XVII – Other Leave, Section 2.

Motion by Mr. Hunt      Seconded by Mr. Novotarski

Yes: 3 No: 0 Abstain:0

Resolution #159

BE IT RESOLVED, that the Board of Education of the Hadley-Luzerne Central School District hereby approves the request for an unpaid leave of absence requested by Teacher Aide, Sue Bullard, effective March 30, 2022 through April 6, 2022 Pursuant to the CSEA Agreement Article XVII – Other Leave, Section 2.

Motion by Mr. Hunt      Seconded by Mr. Novotarski

Yes: 3 No: 0 Abstain:0

8. **SCHEDULE OF BILLS** (ACTION) (PA)

Resolution #160

As recommended by the Superintendent - accept warrants #32 (\$155,925.82), #33(452,715.01), #34 (\$312.308.91), #35 (\$145,154.58), #36 (\$6,363.28)

Motion by Mr. Hunt      Seconded by Mr. Novotarski

Yes: 3 No: 0 Abstain:0

9. **DISTRICT TREASURER'S REPORT** (ACTION) (PA)

Resolution #161

As recommended by the Superintendent, for the board of education to accept the January 2022 Treasurer's Report.

Motion by Mr. Novotarski      Seconded by Mr. Hunt

Yes: 3 No: 0 Abstain:0

10. **CSE/CPSE RECOMMENDATIONS** (ACTION)

Resolution #162

As recommended by the Superintendent, for the board of education to accept the CSE/CPSE recommendations dated February 22, 2022.

Motion by Mr. Hunt      Seconded by Mr. Novotarski

Yes: 3 No: 0 Abstain:0

11. **PUBLIC/STUDENT COMMENTS**

*The Hadley-Luzerne Board of Education welcomes district students, residents, parents and other interested persons to its meeting. It is our goals to work together to create an environment of high expectations, high performance and constant improvement, yielding excellent results. Community involvement at board meetings is encouraged so that the board can better understand and represent the views of its constituents. Please be aware that by law individual student information or particular personnel issues cannot be discussed at public sessions of the board. Please reserve comments or questions for the designated time on the agenda. When recognized by the Board President, please state your name and town of residence. Statements are restricted to a maximum of two minutes and speakers will be notified by the Board President when their time has expired. The Board President reserves the right to extend the speakers comment time, if there is no objection. The board and the district staff take public comment very seriously and careful notes of questions and concerns expressed will be taken. However, the board generally does not respond while the meeting is in public session. The board asks the public's cooperation in maintaining a safe and respectful decorum and the Board President does reserve the right to limit individual comments if it is deemed necessary. Thank you.*

12. **ADMINISTRATIVE/BOARD COMMENTS**

School Business Official Michelle Taylor said that the Capital Reserve Fund that was acted upon tonight was in response to the audit. She reported that the Tax Cap is 2.06% for this year and the proposed tax levy is 0.5% but that can change after the Board meets and goes over the budget but she had to give them a preliminary number and can resubmit if necessary.

Superintendent Baker said the entire Board will meet on March 24<sup>th</sup> to go over the budget line by line but thinks the budget to budget will be flat. Michelle said they will be using funds from the reserves.

13. **ADJOURNMENT**

Mr. Hunt made a motion to adjourn at 6:55pm seconded by Mr. Hunt – Motion carried